

2013 State Agency Biennial Notice

Name of State Agency: _____

Mailing Address: _____

Contact Person: _____ Office Phone No: _____

Email: _____ Fax No: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (*check one box*):

☐ **An amendment is required.** (*Check all that apply.*)

Substantive

- ☐ Include new positions (including consultants) that must be designated
- ☐ Delete positions that no longer make or participate in making governmental decisions
- ☐ Revise disclosure categories
- ☐ Other (*describe*) _____

Non-Substantive

- ☐ Revise the titles of existing positions
- ☐ Modification of any provision of a code, provided no disclosure or disqualification obligations are disturbed
- ☐ Delete titles of positions that have been abolished
- ☐ Other (*describe*) _____

☐ **Code is currently under review by the FPPC.**

☐ **No amendments necessary.**

Verification

This state agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure assigned to those positions accurately requires the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All state agencies must complete and return this notice, including agencies whose codes are currently under review. Please return this notice no later than **March 1, 2013**, to:

Fair Political Practices Commission
428 J Street, Suite 620
Sacramento, CA 95814
(866) ASK-FPPC

Email: biennialnotice@fppc.ca.gov